



# Arkansas Secretary of State

**Charlie Daniels**

State Capitol • Little Rock, Arkansas 72201-1094  
501-682-3409 • [www.sos.arkansas.gov](http://www.sos.arkansas.gov)

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## **CHARITABLE ORGANIZATION REGISTRATION PROCESS**

### **Step 1: File Articles of Incorporation**

Arkansas Secretary of State  
Business and Commercial Services  
1401 West Capitol Avenue, Ste. 250  
Victory Building  
Little Rock, AR 72201  
501-682-3409  
TOLL FREE 888-233-0325

### **Step 2: Apply for exempt status**

*(Must have articles filed to complete Step 2)*

Internal Revenue Service  
TE/GE Division, Customer Service  
P.O. Box 2508  
Cincinnati, OH 45201  
877-829-5500

### **Step 3: Register for solicitation purposes (annual renewal)**

*(Must have IRS Tax Determination letter for Step 3)*

Attorney General's Office  
Attn: Debbie Brewer  
323 Center Street, Ste. 200  
501-682-1109  
TOLL FREE 800-482-8982



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## Articles of Incorporation of

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We, the undersigned, acting as incorporators of a corporation under the Arkansas Non profit Act (Act 1147 of 1993), adopt the following Articles of Incorporation of such corporation.

**First:** The name of the corporation shall be:

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**Second:** This corporation is one of the following:

(A) Public - Benefit Corporation [ ];

(B) Mutual - Benefit Corporation [ ];

(C) Religious Corporation [ ].

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**Third:** Check whether this corporation will have members: [ ] Yes [ ] No

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**Fourth:** Provisions, not inconsistent with the law, regarding the distribution of assets on dissolution:  
(If applying for 501(c)(3) status, see sample language below.)

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**Fifth:** The street address of the corporation's initial registered office is:

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and the name of its initial registered agent at this office is:

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**Sixth:**

Signature of Each Incorporator

Street Address and City

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I understand that knowingly signing a false document with the intent to file with the Arkansas Secretary of State is a Class C misdemeanor and is punishable by a fine up to \$100.00 and/or imprisonment up to 30 days.

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*The following is a sample language from the Internal Revenue Service. This wording is to be used when applying for 501(c)(3) status entities only. Please refer to [www.irs.gov](http://www.irs.gov) for additional language and/or regulations for other non-exempt entities.*

Upon dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.